To Lock-in/Debit freeze your Mutual Fund Folio(s), please login to MF Central platform.
For more details, kindly refer to the information provided below:

SOP for voluntary Lock-in/Debit freeze facility to Mutual Fund Folios

Background:

Pursuant to clause 15.20 of the SEBI Circular No. HO/24/13/11(1)2026-IMD-POD-1/I/7602/2026 pertaining to Master Circular for Mutual Funds, read with , subsequent Best Practices Guidelines issued by Association of Mutual Funds in India vide Circular No. 135/BP/124/2026-27 dated April 10, 2026, as amended from time to time, a facility has been introduced enabling investors to voluntarily lock (debit freeze) their mutual fund folios.

This facility ensures that no debit transactions are permitted in the folio(s) until the lock is revoked by the investor.

a) Applicability:

The facility is available for investors:

- Folios held in Demat & Non-Demat modes
- Investor Type: Resident and Non-Resident Individual Investors including Minor Folio held through a Guardian
- Folios with:
    - **Single holding,** or
    - **Anyone or Survivor** holding mode (applicable to the first holder)

Note: The folio must be **KVC-compliant (Registered/Validated)**. A valid Indian mobile number and email ID must be registered in the folio.

b) Platform:

- For **Non-Demat mode,** the facility will be available through the **MF Central platform.**
- For **Demat mode,** MF Central will provide an option to lock holdings by redirecting investors to the online services of the respective depositories.

c) Options for locking/freezing- Investor will have option to lock any/all the following transactions in the folios selected for locking:

- Lock only debit transactions (investor initiated)
- Lock debit+ non-financial transactions (investor initiated)

d) Process of locking/ freezing the folio/s - Non-Demat Mode:

1. Investor logs into MF Central using PAN and OTP-based authentication.
2. System displays all holdings including scheme details, units, and valuation.
3. Investor selects specific folio(s) for locking.
4. OTP authentication is triggered and validated.
5. Upon successful validation
    a. Lock is applied instantly in the system
    b. Confirmation is sent to the investor
6. Lock remains active until explicitly revoked.

e) Process of unlocking/ de-freezing the folio/s - Non-Demat Mode:

1. Investor logs into MF Central using PAN and OTP authentication.
2. Holdings are displayed.
3. Investor selects folio(s) for unlocking.
4. Two-factor authentication is mandatory:
    a. OTP sent to the registered mobile number
    b. OTP sent to the registered email ID
    c. Both OTPs must be successfully validated
5. Upon successful validation:
    a. The unlock request is sent to the respective RTA(s) for processing
    b. Confirmation is sent to the investor

f) Applicable Transactions:

Financial Transactions	Non-Financial transaction	Non-Financial transaction (contd.)
Redemption	Change/ Addition of Bank Mandate	Lien Marking
Registration of DTP	Change of Broker Code	Change in Signature
Registration of SWP	Change of Email ID and/or Mobile number	Consolidation of folios
Registration of STP	Nominee Registration/ Cancellation	Transfer of units
Switches	Change in IDCW option	Change of Tax Status

Note: Existing registered SWP/STP/DTP (before lock) will continue. All other transactions remain unaffected. All other transactions remain unaffected unless specified above.

g) Exclusions:

Non-investor-initiated transactions (e.g., address updates via KRA feed, IDCW payout/reinvestment) will continue during the lock period.

h) Requests or orders from **Law Enforcement Authorities (LEAs)** or regulators will be processed by RTAs regardless of the lock status. Information regarding locked/unlocked folios will be shared with the respective MFDs, RIAs, and source channels (including exchanges and MFU) to enable corresponding controls and restrict future debit transactions.

For any further assistance, please feel free to write to us at customercare@shriramamc.co.in or call us on 1860 4191 200